

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Jun 12, 2014

Action Requested By: Planning

Agenda Type: Resolution

Subject Matter:

Resolution authorizing the Mayor to enter into a Professional Services Agreement with Atkins North America, Inc. for Professional Planning Services Related to the Development of the Year 2040 Transportation Plan for the City of Huntsville

Exact Wording for the Agenda:

Resolution authorizing the Mayor to enter into a Professional Services Agreement between the City of Huntsville and Atkins North America, Inc. for Professional Planning Services Related to the Development of the Year 2040 Transportation Plan for the City of Huntsville

Note: If amendment, Please state title and number of the original

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what council action will provide, allow and accomplish and; any other information that might be helpful.

Professional services are valued at the amount of \$107,693.53. Federal grant funds will be utilized to fund this amount.

Associated Cost: _____

Budgeted Item: _____

MAYOR RECOMMENDS OR CONCURS: _____

Department Head: 

Date: 11 June 14

ROUTING SLIP
CONTRACTS AND AGREEMENTS

Originating Department: Planning

Council Meeting Date: 6/12/2014

Department Contact: Kimberly Gosa

Phone # 5115

Contract or Agreement: Agreement

Document Name: Professional Services Agreement Between COH & Atkins North America, Inc.

City Obligation Amount: 0

Total Project Budget: \$107,693.53

Uncommitted Account Balance:


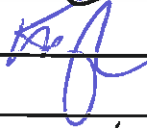
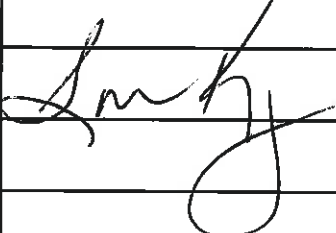
Account Number: 01-5263-0511-4410

Procurement Agreements

<u>Select...</u>	<u>Select...</u>
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Grant-Funded Agreements

<u>Federal Other</u>	Grant Name:
<u>FHWA 5303</u>	

Department	Signature	Date
1) Originating		<u>11 June 14</u>
2) Legal	<u>Mary C. Cates</u>	<u>6-11-14</u>
3) Finance		<u>6/12</u>
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		<u>6/12/14</u>
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO. 14-_____

BE IT RESOLVED by the City Council of Huntsville, Alabama, that the Mayor be, and is hereby authorized to enter into an agreement with the State of Alabama, on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as "PROFESSIONAL SERVICES AGREEMENT BETWEEN CITY OF HUNTSVILLE AND ATKINS NORTH AMERICA, INC. FOR PROFESSIONAL CONSULTING SERVICES RELATED TO THE DEVELOPMENT OF THE YEAR 2040 TRANSPORTATION PLAN FOR THE CITY OF HUNTSVILLE, ALABAMA AS ADMINISTRATOR OF THE HUNTSVILLE AREA TRANSPORTATION STUDY" consisting of ten(10) pages plus Exhibits A, B & C, and the date of June 12, 2014, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

ADOPTED this the 12th day of June, 2014.

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 12th day of June, 2014.

Mayor of the City of Huntsville,
Alabama

STATE OF ALABAMA)
)
COUNTY OF MADISON)

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF HUNTSVILLE AND
ATKINS NORTH AMERICA, INC. FOR
PROFESSIONAL CONSULTING SERVICES
RELATED TO THE
DEVELOPMENT OF THE
YEAR 2040 TRANSPORTATION PLAN
FOR THE CITY OF HUNTSVILLE, AL
AS ADMINISTRATOR OF THE HUNTSVILLE
AREA TRANSPORTATION STUDY**

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made this 12th day of June, 2014, between Atkins North America, Inc., a Florida corporation, (hereinafter referred to as "Consultant"), and the City of Huntsville, a municipal corporation in the State of Alabama, acting as administrator of the Huntsville Area Transportation Study (hereinafter referred to as "City").

RECITALS

WHEREAS, the City requested authorization from the Alabama Department of Transportation (ALDOT) to select a consultant for transportation planning services under the "Alternative Selection Procedures for Cities and Counties"; and

WHEREAS, the City was granted authorization from the Alabama Department of Transportation to hire the consultant, as shown in the correspondence attached collectively hereto and incorporated herein by reference as Exhibit "A"; and

WHEREAS, the Consultant was selected from a pre-selected list of eligible vendors approved by the Alabama Department of Transportation; and

WHEREAS, the City of Huntsville submitted a Scope of Work to the Consultant entitled Huntsville Area Transportation Study - Metropolitan Planning Organization (MPO) Huntsville Urbanized Area: 2040 Long Range Transportation Plan (LRTP) Update Scope of Work; attached hereto and incorporated herein by reference as Exhibit "B"; and

WHEREAS, the Consultant submitted a proposal entitled Huntsville Area Metropolitan Planning Organization 2040 Long Range Transportation Plan Update, dated May 19, 2014, which includes the Consultant's Preliminary Project Schedule, Cost by Major Project Task, Fee Proposal, and Description of Data to be Provided by MPO Staff and MPO Member Governments, attached hereto and incorporated herein by reference as Exhibit "C"; and

City Council President

June 12, 2014

Date

WHEREAS, based upon the said proposal and further discussions, the City desires to retain the Consultant to provide consulting services to assist the City in Development of the Year 2040 Transportation Plan in accordance with the Scope of Work and the Consultant's proposal to meet the Scope of Work, attached hereto and incorporated by reference as Exhibit "B".

WHEREAS the City's engagement of the Consultant is based upon the Consultant's representations to the City that it is an organization of professionals experienced in the type of services the City is engaging the Professional to perform, is authorized and licensed to do business in the State of Alabama, is qualified, willing and able to perform the professional services for the Project, and has the experience and ability to provide professional services which will meet the City's objective and requirements, and which will comply with the requirements of all governmental, public and quasi-public authorities and agencies having jurisdiction over the Project.

WHEREAS the City and the Consultant each acknowledge that it has reviewed and familiarized itself with this Consulting Services Agreement, including all documents enumerated herein, and agree to be bound by the terms and conditions contained therein.

NOW THEREFORE, for good and valuable consideration, the parties do mutually agree as follows:

ARTICLE 1: **Statement of Work:** The Consultant hereby agrees to provide the services and perform the work as set forth in Exhibit "B" hereto.

ARTICLE 2: **Effective Date.** The date this Agreement is approved and executed by both parties shall be referred to hereinafter as the "Effective Date". The City shall provide the Consultant a Notice to Proceed with the Work of this Agreement. The Consultant shall not perform any part of the Work until it receives the Notice to Proceed.

ARTICLE 3: **Period of Performance and Schedule:** The period of performance of the contract shall commence within three (3) days of Consultant's receipt of the Notice to Proceed, and shall extend until the Work is completed. The work shall be completed by March 1, 2015 and shall be consistent with the Tasks and Preliminary Project Schedule set forth in Exhibit "C" attached hereto and incorporated herein by reference.

ARTICLE 4: **Contract Price:** In consideration of the services rendered hereunder, the City shall pay to the Consultant for the work performed pursuant to the Scope of Work by the tasks completed. The total Fixed Fee for all work performed shall be \$107,693.53.

The Fixed Fee shall be inclusive of all costs and expenses incurred by the Consultant and there shall be no additional reimbursement for such expenses.

Consultant may invoice once every calendar month during the period of performance to for the proportionate percentage of the completed work for the term of pertinent work. For example, in Tasks 1 & 2, for each month of the two months during the term of Tasks 1 & 2, the Consultant

may invoice for 1/2 of the fee for Tasks 1 & 2. Invoicing for Tasks 3 and 4 shall be invoiced using this same method.

City shall promptly pay the Consultant within thirty (30) calendar days upon receipt and approval of the Consultant's invoice.

ARTICLE 5: Consultant Performing as an Independent Contractor:

In the performance of this work it is understood between the parties that the Consultant and its employees, agents, subcontractors and consultants, if any, shall be acting as independent contractors and not as an employee of the City of Huntsville. The Consultant shall have no authority to obligate the City to any indebtedness or other obligation.

ARTICLE 6: Notices: All notices to be delivered hereunder shall be delivered to the other party by placing the same in the United States Mail, First Class postage prepaid, by prepaid overnight service through Federal Express or United Parcel Services or by hand delivery, to the addressee, addressed as follows:

City Of Huntsville
Attention: Dennis Madsen
P.O. Box 308
Huntsville, Alabama 35804

Atkins North America, Inc.
Attention: Harry Rice
1600 RiverEdge Parkway NW
Suite 600
Atlanta, GA 30328

ARTICLE 7: Entire Agreement: The contract between the City and the Consultant consists of this written Agreement and any documents, drawings or attachments furnished by the City and referenced herein. This written Agreement constitutes the entire agreement between the City and the Consultant with reference to the Scope of Work delineated within. Except to the extent specifically excluded herein, this Contract supersedes any bid or proposals documents and all prior written or oral communication, representation and negotiations, if any, between the City and the Consultant.

ARTICLE 8: Order of Preference of Contract Documents. In the event any conflict, discrepancy, or inconsistency among any of the documents which make up this contract, the following shall control. Interpretations shall be based upon the following order of precedence: 1) this Agreement and 2) the City's 2040 Long Range Transportation Plan (LRTP) Update Scope of Work, attached hereto as Exhibit "B".

ARTICLE 9: No Privity of Contract with Third Parties: Nothing contained in this Contract shall create, or be interpreted to create, privity or any other contractual agreement between the City and person or entity other than the Consultant.

ARTICLE 10: **No Waiver Clause:** The failure of the City to insist in one or more instances upon the performance of any term of this Contract is not a waiver of the City's right to future performance of such terms, and the Consultant's obligations for future performance of such shall continue in effect.

ARTICLE 11: **EQUAL PARTICIPATION OF PARTIES.** Both parties to this Agreement have participated fully and equally in its negotiation and preparation. Therefore, this Agreement shall not be more strictly construed or any ambiguities within this Agreement resolved against either party hereto.

ARTICLE 12: **Insurance and Indemnification Requirements:** Consultant shall carry insurance of the following kinds and amounts in addition to any other forms of insurance or bonds required under the terms of the contract specifications. Consultant shall procure and maintain for the duration of the job until final acceptance by the City, or as later indicated, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives, employees or subcontractors.

A. MINIMUM SCOPE OF INSURANCE:

1. General Liability:

Insurance will be written on an occurrence basis. Claims-made coverage will be accepted only on an exception basis after the City's approval.

Commercial General Liability

Products and Completed Operations
Contractual
Personal Injury
Broad Form Property Damage

2. Professional Liability:

Insurance may be written on a "claims-made" basis, providing coverage for negligent acts, errors or omissions in the performance of professional services. Coverage will be maintained for three years after completion of the professional services and Certificates of Insurance will be submitted to the City within reasonable economic terms. For purposes of this provision, reasonable economic terms shall mean that such coverage is carried by at least 25% of the firms within the discipline of concern in the United States. Such coverage shall be carried on a continuous basis including prior acts coverage to cover the subject project. The professional liability insurance shall contain contractual liability coverage.

3. Automobile Liability:

Business Automobile Liability providing coverage for all owned, hired and non-owned autos. Coverage for loading and unloading shall be provided under either automobile liability or general liability policy forms.

4. Workers' Compensation Insurance:

Statutory protection against bodily injury, sickness or disease or death sustained by employee in the scope of employment. Protection shall be provided by a commercial insurance company or a recognized self-insurance fund authorized before the State of Alabama Industrial Board of Relations. Waivers of subrogation in favor of the City shall be endorsed to Worker's Compensation coverage.

5. Employers Liability Insurance:

Covering common law claims of injured employees made in lieu of or in addition to a worker's compensation claim.

B. MINIMUM LIMITS OF INSURANCE:

1. General Liability:

Commercial General Liability on an "occurrence form" for bodily injury and property damage:

\$ 2,000,000 General Aggregate Limit
\$ 2,000,000 Products - Completed Operations Aggregate
\$ 1,000,000 Personal & Advertising Injury
\$ 1,000,000 Each Occurrence

2. Professional Liability:

Insurance may be made on a "claims-made" basis:

\$ 100,000 Per Claim - Land Surveyors
\$ 250,000 Per Claim - Other Professionals

3. Automobile Liability:

\$ 1,000,000 Combined Single Limit per accident for bodily injury and property damage.

4. Workers' Compensation:

As Required by the State of Alabama Statute

5. Employers Liability:

\$ 100,000 Bodily Injury by Accident or Disease

\$ 500,000 Policy Limit by Disease

C. OTHER INSURANCE PROVISIONS:

The City is hereby authorized to adjust the requirements set forth in this document in the event it is determined that such adjustment is in the City's best interest. If the insurance requirements are not adjusted by the City prior to the City's release of specifications with regard to the project in question, then the minimum limits shall apply.

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverage's Only:

- a. The City, its elected and appointed officials, employees, agents and specified volunteers are to be covered as Additional Insureds, as their interests may appear, as respects: liability arising out of activities performed by or on behalf of Consultant for products used by and completed operations of Consultant; or automobiles owned, leased, hired or borrowed by Consultant. Additional insured status shall be through ISO Additional Endorsement CG 20 10 11 85 or equivalent that is sufficient to provide the coverage required by this Agreement.
- b. Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officials, employees, agents and specified volunteers, as their interests may appear. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents or specified volunteers shall be excess of Consultant's insurance and shall not contribute to it.
- c. Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. All Coverages:

- a. Consultant is responsible to pay all deductibles. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City. Cancellation of coverage for non-payment of premium will require ten (10) days written notice to the City.

- b. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, employees, agents or specified volunteers.

D. ACCEPTABILITY OF INSURERS:

Insurance is to be placed with insurers with an A. M. Best's rating of no less than B+ V.

E. VERIFICATION OF COVERAGE:

The City shall be indicated as a Certificate Holder, and Consultant shall furnish the City with Certificates of Insurance reflecting the coverage required by this document. The A. M. Best Rating and deductibles, if applicable, shall be indicated on the Certificate of Insurance for each insurance policy. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates are to be received and approved by the City before work commences. The City reserves the right to inspect copies and relevant provisions of the insurance policies required by this Agreement, subject to appropriate confidentiality provisions to safeguard the proprietary nature of Consultant's manuscript policies.

F. CONSULTANTS AND/OR SUBCONTRACTORS WORKING FOR THE CONSULTANT:

Consultant shall include all subcontractors and/or consultants as insureds under its policies or shall furnish separate certificates and/or endorsements for each subcontractor and/or consultant.

G. HOLD HARMLESS AGREEMENT:

1. Other Than Professional Liability Exposures:

Consultant shall indemnify and hold harmless the City, its elected and appointed officials, employees, agents and specified volunteers against damages, losses and expenses, including, but not limited to, attorney's fees, arising out of or resulting from the performance of the work, provided that such damage, loss or expense (1) is attributable to personal injury, including bodily injury sickness, disease or death, or to injury to or destruction of tangible property, including loss of use resulting therefrom, and (2) is caused by any negligent act or omission of Consultant or any of their consultants, or anyone directly or indirectly employed by them or anyone for whose acts they are legally liable. Such obligation should not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph.

2. Professional Liability:

Consultant agrees that as respects negligent acts, errors or omissions in the performance of professional services, to indemnify and hold harmless the City, its officers, agents, employees, and specified volunteers from and against damages, losses and expenses including, but not limited to attorney's fees, to the extent caused by the negligent acts, errors, or omissions of Consultant or any subconsultants or anyone directly or indirectly employed by them or anyone for whose acts they are legally liable. Nothing contained in this agreement shall make Consultant responsible to the City for any claims, suits or expenses arising out of the negligent, intentional, reckless, or wrongful acts of the City or its agents.

H. INTELLECTUAL PROPERTY RIGHTS:

Consultant agrees to indemnify, hold harmless and defend City from and against any and all liability, losses, judgments, damages, and expenses arising from third party claims that the Products delivered by and/or Services performed by Consultant pursuant to this Agreement infringe on or violate any patents, copyrights, or trade secrets of such third parties. This indemnification is contingent upon City providing prompt written notice of such a claim to Consultant, and granting Consultant the sole right to defend such claim. In the event of any infringement or claimed infringement, Consultant shall: (i) modify the infringing Services to be non-infringing as long as there is no loss of functionality by such modification; (ii) obtain a license for City to use the infringing Services; or (iii) terminate the City's right to use the infringing Services and refund to City all amounts paid for such infringing Services, amortized over a period of (5) years from the acceptance of Services.

ARTICLE 13: Governing Law and Venue. This Agreement shall be interpreted, construed and enforced in accordance with the laws of the State of Alabama. For any action concerning this Agreement, (a) jurisdiction shall be in the appropriate state or federal courts sitting in Alabama and (b) venue (i) in Alabama state courts shall be in Madison County, Alabama and (ii) in Alabama federal courts shall be in the United States District Court for the Northern District of Alabama, Northeastern Division.

ARTICLE 14: Termination. City may terminate this Agreement at any time with or without cause, in whole or in part, by providing ten (10) days written notice to the Consultant. Upon termination, Consultant may invoice for the proportion of fee earned for all work performed prior to the effective date of the termination.

ARTICLE 15: Assignment by the Consultant. The Consultant shall not assign its rights hereunder, excepting its right to payment, nor shall it delegate any of its duties hereunder without the written consent of the City. Subject to the provisions of the immediately preceding sentence, the City and the Consultant, respectively, bind themselves, their successors, assigns and legal representatives to the other party to this Agreement and to the successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement.

ARTICLE 16: **Use of Subcontractors.** The Consultant shall obtain the City's written consent before placing any subcontract for furnishing any of the work called for in this contract. Consent by the City to any subcontract shall not constitute approval of the acceptability of any subcontract terms or conditions, acceptability of any subcontract price or of any amount paid under any subcontract, nor relieve the Consultant of any responsibility for performing this contract.

ARTICLE 17: **Non-Discrimination.** In consideration of the signing of this Agreement, the parties hereto for themselves, their agents, officials, employees, and servants agree not to discriminate in any manner on the basis of race, color, creed, age, sex, disability or national origin with reference to the subject matter of this contract, no matter how remote. This nondiscrimination provision shall be binding on the successors and assigns of the parties with reference to the subject matter of this Agreement.

ARTICLE 18: **Compliance with State and Federal Law.** The Consultant will meet the requirements for conformance with the requirements of 23 U.S.C. 134 and 135 and 49 U.S.C. 5303-5305 and approved by the Secretary of Transportation of the United States.

ARTICLE 19: **Review by Appropriate Agencies.** All work performed by the Consultant under this Agreement will be subject to the review, approval and acceptance of the City of Huntsville, State of Alabama, and the Federal Highway Administration before the Consultant will be paid for the work.

ARTICLE 20: **Miscellaneous Provisions.**

A. This Contract is intended to be an integral whole and shall be interpreted as internally consistent. What is required by any one Contract Document shall be considered as required by the Contract.

B. When a word, term or phrase is used in this Contract, it shall be interpreted or construed. First, as defined herein; second, if not defined, according to its generally accepted meaning the Contractual industry; and third, if there is no generally accepted meaning in the Contractual industry, according to its common and customary usage.

C. The words "include," "includes," or "including," as used in this Contract, shall be deemed to be followed by the phrase, "without limitation."

D. The specification herein of any act, failure, refusal, omission, event, occurrence or condition as constituting a material breach of this Contract shall not imply that any other, non-specified act, failure, refusal, omission, event, occurrence or condition shall be deemed not to constitute a material breach of this Contract.

E. Words or terms used as nouns in this Contract shall be inclusive of their singular and plural forms, unless the context of their usage clearly requires a contrary meaning.

F. The Consultant's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Project. The Consultant's services shall be performed continuously and consistently with industry standards

G. The Services will comply with any and all applicable federal, state, and local laws as the same exist and may be amended from time to time.

H. On behalf of themselves, their governing officers and employees, the parties waive all claims against each other for punitive damages.

IN WITNESS WHEREOF, the parties have executed this agreement on the day and year first above written.

Attest:

Atkins North America, Inc.
1600 RiverEdge Parkway NW
Suite 600
Atlanta, GA 30328

By : _____
Harry Rice, PE
Its: Principal

CITY OF HUNTSVILLE
a municipal corporation
in the State of Alabama

Attest:

Charles E. Hagood
Its: Clerk-Treasurer

By: _____
Tommy Battle
Its: Mayor

EXHIBIT "A"



**Huntsville Area
Metropolitan Planning Organization**

March 18, 2014

Mr. Johnny L. Harris, PE/PLS
First Division Engineer
Alabama Department of Transportation
P.O. Box 550
Guntersville, AL 35976

**RE: Request for Authorization to Select an
"On-Call" Consultant for Transportation
Planning Services for the Year 2040
Transportation Plan - Huntsville
Area Transportation Study, City of Huntsville
Madison County**

Dear Mr. Harris:

Under the Alternative Selection Procedures for Cities and Counties, the City of Huntsville, as the administrator of the local Metropolitan Planning Organization, hereby requests authorization to select an "on-call" consultant to perform the Transportation Planning Services required for the above referenced project. Following your approval to select a consultant, we will select one of the firms on the "on-call" list provided to us by the Alabama Department of Transportation Bureau of Transportation Planning and Modal Programs.

If you have any questions or need any additional information regarding this project or to process this request, please let me know at your earliest convenience.

Sincerely,

Shane Davis

Director of Urban Development
City of Huntsville

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH SERVICE TYPE(S): TRANSPORTATION PLANNING SERVICES; WITH ACTIVE CONTRACTS;

Atkins North America, Inc. (Atkins)
1400 Urban Center Drive
Suite 400
Vestavia Hills AL 35242-2578

205-969-3776

CDM Smith Inc.
3715 Northside Parkway NW
Bldg 300, Ste 400
Atlanta GA 30327-2806

404-720-1400

J. R. Wilburn and Associates, Inc.
411 James Store Road
Greenville GA 30222

706-672-4593

Neel-Schaffer, Inc.
15 Southlake Lane
Suite 200
Hoover AL 35244

205-397-3800

Sain Associates, Inc.
Two Perimeter Park South, Suite 500 East
Birmingham AL 35243

205-940-6420



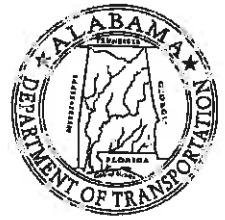
ROBERT BENTLEY
GOVERNOR

ALABAMA
DEPARTMENT OF TRANSPORTATION

FIRST DIVISION
OFFICE OF DIVISION ENGINEER

POST OFFICE BOX 550
GUNTERSVILLE, ALABAMA 35976
TELEPHONE (256) 582-2254
1-800-819-7418
FAX (256) 582-8922

March 25, 2014



JOHN R. COOPER
TRANSPORTATION DIRECTOR

Mr. Shane Davis
Director of Urban Development
City of Huntsville
P.O. Box 308
Huntsville, AL 35804

Dear Mr. Davis:

RE: Project: Transportation Planning
Services for the year 2040
Transportation Plan
Huntsville Area MPO

Reference is made to a letter dated March 18, 2014, in which a request of authorization was submitted for the Huntsville area MPO to utilize a consultant to perform planning services for the above-referenced project.

Attached is a list of the consultants that presently have planning services contracts with the Department. The MPO may choose a consultant from this list and enter into negotiation with that consultant.

The terms of the agreement between the MPO and the consultant shall be the same as the terms in the on-call agreement between the Department and the consultant. The MPO must submit to the Department the name of the firm in writing, a negotiated man-day and fee proposal, the agreement, and a certification of final indirect costs, which can be downloaded from the following link:

<http://cpmsweb2.dot.state.al.us/ConsultMgmt/FormsDownloadsLinks.aspx>, and a copy of a Schedule of Direct Labor, Fringe Benefits, and Indirect Cost that has been prepared in accordance with 48 CFR part '31 Contract Cost Principles and Procedures for the most current consultant's fiscal year or a previous approval letter by ALDOT's Finance and Audits Bureau, dated within one year from the date of approval, for both the prime and any sub-consultants being used for approval prior to issuing a notice to proceed to the consulting firm.

Mr. Shane Davis

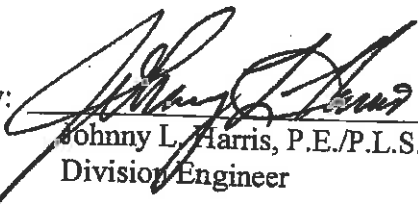
Page 2

March 25, 2014

The attached list of consultants will be valid for six months from the date of this letter. If no consultant has been selected within six months, all permission previously granted will be rescinded. The written request to select a consultant for services will have to be resubmitted and authorization granted again by my office. If there are any questions, please advise.

Sincerely,

John R. Cooper
Transportation Director

By: 
Johnny L. Harris, P.E./P.L.S.
Division Engineer

JRC/JLH/mci
Attachments

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

AECOM Technical Services, Inc 3800 Colonnade Parkway, Suite 400 Birmingham AL 35243	205-970-1443
Airsage Inc 1330 Spring St NW Suite 400 Atlanta GA 30309	678-387-1313
Alfred Benesch & Company 600 Boulevard South SW Suite 104 Huntsville AL 35802-2175	312-565-0450
AMEC Environment & Infrastructure, Inc. 4000 Meadow Lake Drive, Suite 125 Hoover AL 35242	205-733-7600
American Consulting Professionals, LLC 2818 Cypress Ridge Boulevard Suite 200 Wesley Chapel FL 33544	813-435-2655
Applied Pavement Technology, Inc. 115 W Main Street, Suite 400 Urbana IL 61801	217-398-3977
ARCADIS U.S., Inc. 7051 Fain park Dr Suite 119 Montgomery AL 36117	334-215-4461
Armeni Consulting Services, LLC 4411 Suwanee Dam Rd Suite 750 Suwanee GA 30024	770-904-4178
Atkins North America, Inc. (Atkins) 1400 Urban Center Drive Suite 400 Vestavia Hills AL 35242-2578	205-969-3776
Ayres Engineering Inc (d/b/a Ayres Associates) 8875 Hidden River Parkway Suite 200 Tampa FL 33637	813-978-8688
Barge Waggoner Sumner & Cannon, Inc. 3535 Grandview Parkway Suite 500 Birmingham AL 35243	205-298-6074
Beam, Longest and Neff, LLC 8126 Castleton Road Indianapolis IN 46250	317-849-5832

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

billue and associates international LLC
5964 southland drive
stone mountain GA 30087

770-312-5815

Burk-Kleinpeter, Inc.
600 Lurleen Wallace Blvd. S
Suite 180
Tuscaloosa AL 35401

205-759-3221

Cambridge Systematics, Inc.
1566 Village Square Boulevard
Suite 2
Tallahassee FL 32309

850-219-6388

Carr & Associates Engineers, Inc.
153 Cahaba Valley Parkway
Pelham AL 35124

205-664-8498

CDM Smith Inc.
3715 Northside Parkway NW
Bldg 300, Ste 400
Atlanta GA 30327-2806

404-720-1400

CFM Group, LLC
2135 University Boulevard
Suite A
Tuscaloosa AL 35401

205-752-4037

CH2M HILL Engineers
2112 Eleventh Avenue South
Suite 320
Birmingham AL 35205

205-326-8912

CHA Consulting, Inc.
III Winners Circle
Albany NY 12205-5269

518-453-4500

Contact Network, Inc.
600 LAKESHORE PKWY
BIRMINGHAM AL 35209

205-278-8100

CROY ENGINEERING, LLC
200 North Cobb Parkway
Building 400, Suite 413
Marietta GA 30062

770-971-5407

CSR Engineering, Inc.
248 Centre St.
Suite 200
Pleasant View TN 37146

615-212-2389

CTC Engineering LLC
1109 South Hull Street
Montgomery AL 36104

334-264-2247

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

Data Transfer Solutions, LLC
3680 Avalon Park Boulevard East #200
Orlando FL 32828

407-382-5222

Delcan Corporation
4411 Suwanee Dam Rd
Suite 560
Suwanee GA 30024

404-320-1776

Dorsey & Dorsey Engineering, Inc.
PO Box 851298
Mobile AL 36685-1298

251-344-3983

DRMP, Inc.
941 Lake Baldwin Lane
Orlando FL 32814

407-896-0594

DSM Design Group, LLC
P. O. Box 690
Jasper AL 35502-0690

205-221-6262

DW & Associates
P.O. Box 11268
Atlanta GA 30310-0268

404-752-6464

Dye Management Group, Inc.
10900 NE 4th Street
Suite 1910
Bellevue WA 98004

425-637-8010

Dynamic Civil Solutions
205 20th Street N., Ste 1010
Birmingham AL 35203

205-358-7256

Engineering Design Technologies, Inc
215 19th Street North
Ste 200
Birmingham AL 35203

205-942-8630

Engineering Service Associates, Inc.
5300 Cahaba River Road
Suite 250
Birmingham AL 35243

205-970-0772

FHWA
500 Eastern Boulevard
Suite 200
Montgomery AL 36117-2018

334-223-7370

Foresite Group, Inc.
2128 Moores Mill Road
Suite C
Auburn AL 36830-8464

334-887-6064

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

G Squared, LLC 20 Ardmore Hwy Fayetteville TN 37334	931-438-1414
Gannett Fleming, Inc. PO Box 67100 Harrisburg PA 17106-7100	717-763-7211
Garver, LLC 5125-A Research Drive Huntsville AL 35805	256-534-5512
GMB Engineers and Planners, Inc. 2602 E. Livingston Street Orlando FL 32803	407-898-5424
Goodwyn Mills & Cawood, Inc. 2660 EastChase Lane Suite 200 Montgomery AL 36117	334-271-3200
Gortemoller Engineering, Inc. 5 Miracle Strip Loop Suite 16 Panama City Beach FL 32407	850-249-2425
Greenhorne & OMara, Inc. 13535 Feather Sound Drive, Suite 400 Clearwater FL 33762	727-576-0402
Gresham Smith & Partners 3595 Grandview Parkway Suite 300 Birmingham AL 35243	205-298-9200
Hall Planning & Engineering, Inc. 322 Beard Street Tallahassee FL 32303	850-222-2277
Hatch Mott MacDonald Alabama, LLC 153 West I-65 Service Road North Mobile AL 36608	251-343-4366
HDR Engineering, Inc. 28190 N Main Street, Suite C Daphne AL 36526	402-399-1000
Hernandez & Swift Associates, Inc. 1630 Bali Hai Court Gulf Breeze FL 32563-2787	850-934-1530
Hill Studio 120 Campbell Avenue SW Roanoke VA 24011-1206	540-342-5263

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

HMB Alabama, LLC
7009 Brockport Court
Montgomery AL 36117

334-277-1002

HNTB Corporation
3715 Northside Parkway
200 Northcreek, Suite 800
Atlanta GA 30327

404-946-5700

IBI Group
115 Broad Street, 5th Floor
Boston MA 02110

617-450-0701

ICA Engineering, Inc. f/k/a Florence & Hutcheson, Inc.
PO Box 5266
Huntsville AL 35814

256-890-0321

Interactive Elements Incorporated
60 w. 55th Street
New York NY 10019

212-490-9090

J. R. Wilburn and Associates, Inc.
411 James Store Road
Greenville GA 30222

706-672-4593

Jacobs Engineering Group, Inc
6801 Governors Lake Parkway
Norcross GA 30071

678-333-0694

James Gray
1800 Peachtree Street
Suite 825
Atlanta GA 30309

404-355-4010

JBW&T, Inc.
306 North Fifth Street
P.O. Box 631
Gadsden AL 35901

256-547-6379

Kemp & Seagle Consulting Engineers, Inc.
436 West College Street
Columbiana AL 35051

205-670-0300

Kennedy Engineering & Associates Group LLC
6300 Powers Ferry Road
Building 600 Suite 341
Atlanta GA 30339

678-904-8591

LAI Engineering
One Perimeter Park South, Suite 485N
Birmingham AL 35243

205-503-4660

Larry E. Speaks & Associates, Inc.
535 Herron Street
Montgomery AL 36104-3321

334-262-1091

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

Littlejohn Engineering Associates
401 Franklin Street, SE
Suite B
Huntsville AL 35801

256-533-3311

Long Engineering, Inc.
2550 Heritage Court
Suite 100
Atlanta GA 30339

770-951-2495

LPA Group, Inc., The
1110 Montlimar Dr., Suite 160
Mobile AL 36609

803-254-2211

McCloud Transportation & Associates, LLC
18740 Hillstone Drive
Odessa FL 33556

813-920-8683

Mead & Hunt
6501 Watts Road
Madison WI 53719

608-273-6380

Metric Engineering, Inc.
13940 SW 136 Street
Miami FL 33186

305-235-5098

Michael Baker Jr., Inc.
1110 Montlimar Dr.
Suite 160
Mobile AL 36609

251-380-0898

Moffatt and Nichol
1616 East Millbrook Road
Suite 160
Raleigh NC 27609-1924

919-781-4626

Moreland Altobelli Associates, Inc.
2211 Beaver Ruin Road
Suite 190
Norcross GA 30071

770-263-5945

Navigator Development Group Inc.
116 South Main Street
Suite 214
Enterprise AL 36330-2556

334-347-7612

Neel-Schaffer, Inc.
15 Southlake Lane
Suite 200
Hoover AL 35244

205-397-3800

Northstar Engineering Services, Inc.
2431 Hartford Hwy
Dothan AL 36305

334-673-9895

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

Open Roads Consulting, Inc. 103 Watson Rd. Chesapeake VA 23320	757-546-3401
Palmer Engineering PO Box 886 Guntersville AL 35976-1511	256-486-9079
Palmetto Traffic Group, LLC 5428 Jasmine Pkwy Alpharetta GA 30022	864-650-2562
Parsons Brinckerhoff, Inc. 3340 Peachtreed Road, NE Tower Place 100, Ste. 2400 Atlanta GA 30326-1087	404-237-2115
PE Lamoreaux & Associates, Inc. P.O. Box 2310 Tuscaloosa AL 35403	205-752-5543
Planning Communities, LLC 9131 Anson Way Suite 304 Raleigh NC 27615	919-803-6862
Pond & Company 3500 Parkway Lane Suite 600 Norcross GA 30092	678-336-7740
Providence Engineering and Environmental Group LLC 1201 Main Street Baton Rouge LA 70802	225-766-7400
Renaissance Planning Group 121 South Orange Avenue Suite 1200 Orlando FL 32801	407-487-0061
Reynolds, Smith and Hills, Inc. 10748 Deerwood Park Boulevard South Jacksonville FL 32256	904-256-2500
Robinson, Stafford and Rude, Inc 5021 Tangerine Avenue South Gulfport FL 33707	727-328-2921
RPM Transportation Consultants, LLC 1101 17th Avenue S. Nashville TN 37212-2203	615-370-8410

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

RW Armstrong
9019 Overlook Blvd
Suite D-4
Brentwood TN 37027

615-377-1320

Sain Associates, Inc.
Two Perimeter Park South, Suite 500 East
Birmingham AL 35243

205-940-6420

SARCOR, LLC
1116 20th Street South
#322
Birmingham AL 35205

205-434-1555

Sentell Engineering, Inc.
P.O. Box 1246
Tuscaloosa AL 35403

205-752-5564

sequoia three
116 south main street
ste 312
enterprise AL 36330

256-497-5662

SHUMER CONSULTING LLC
113 WILLIAMS COURT
MOBILE AL 36606

251-605-7252

Skipper Consulting, Inc.
3644 Vann Road
Suite 100
Birmingham AL 35235

205-655-8855

Slade Land Use, Environmental, and Transportation Planning, LLC
1500 First Avenue North, Unit 54
Birmingham AL 35203

205-413-4685

Smart Data Strategies, Inc
357 Riverside Dr
STE 100
franklin TN 37064

888-384-6214

Smith Seckman Reid, Inc.
2995 Sidco Drive
Nashville TN 37204

615-383-1113

SMW Engineering Group Inc.
1550 woods of Riverchase Drive
hoover AL 35244

205-397-6775

Solid Civil Design, LLC
173 Tucker Road
Suite 101
Helena AL 35080

205-419-5300

ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED

CONSULTANTS WITH AREA(S): PLANNING;

SOVEREIGN CONSULTING INC.

826 lakeside dr Suite E
mobile AL 36693

251-665-1095

Sprinkle Consulting
18115 US Hwy 41 N
Suite 600
Lutz FL 33549-6473

813-949-7449

Stantec Consulting Services Inc.
12585 Old Highway 280
Suite 107
Chelsea AL 35043

205-678-7422

STV Incorporated
225 Park Avenue South
5th Floor
New York NY 10003

212-777-4400

Sycamore Consulting, Inc.
195 Arizona Avenue, NE, unit lw4
Atlanta GA 30307

404-377-9147

T. Y. Lin International
260 Peachtree Street
Suite 900
Atlanta GA 30303-1237

404-841-7886

TCU Consulting Services, LLC. Program Management
PO Box 230487
Montgomery AL 36123

334-420-1500

The Louis Berger Group, Inc.
775 N. University Blvd. Suite 150-G
Mobile AL 36608

804-225-0348

Thompson Engineering, Inc.
PO Box 9637
Mobile AL 36691

251-666-2443

TIP Consultants
1170 Pelly Circle
Atlanta GA 30319

404-401-3056

Toole Design Group, LLC
8484 Georgia Ave, Suite 800
Silver Spring MD 20910

301-927-1900

TR Advisors, LLC.
77 Franklin Street, 9th Floor
Boston MA 02110

617-482-2525

TradeMark Engineering Services, Inc.
4618 Burning Tree Lane
Pelham AL 35124

205-520-8943

**ALABAMA DEPARTMENT OF TRANSPORTATION
PRE-QUALIFIED**

CONSULTANTS WITH AREA(S): PLANNING;

Traffic Solutions, LLC 3000 Piper Way 3000 Piper Way Hoover AL 35244	205-249-6314
TRC Worldwide Engineering, Inc. 3979 Parkwood Road, Suite 115-Box 307 Bessemer, Alabama AL 35022	615-661-7979
Trice, PC 4800 Whitesburg Drive Suite 30-264 Huntsville AL 35801	256-536-0260
Urban Collage, Inc. 121 Luckie Street NW Suite 200 Atlanta GA 30303	404-586-0277
URS Corporation 917 Western America Circle Suite 400 Mobile AL 36609	251-344-4744
Utility Engineering Consultants, LLC 820 Watterson Curve Trussville AL 35173	205-655-5841
Vaughn & Melton Consulting Engineers Inc 109 S 24th Street Middlesboro KY 40965	606-248-6660
Volkert, Inc. P. O. Box 7434 Mobile AL 36670	251-342-1070
VPSI, Inc. 1220 Rankin Drive Troy MI 48083	248-597-3500
Walker Associates, Inc. 917 22nd Avenue Suite B Tuscaloosa AL 35401	205-561-3778
Whitehouse Group Inc. 100 West Cypress Creek Rd STE 930 Fort Lauderdale FL 33309	202-280-1246
Whitman, Requardt and Associates, LLP 801 S. Caroline Street Baltimore MD 21231	410-235-3450



**Huntsville Area
Metropolitan Planning Organization**

May 19, 2014

Mr. Johnny Harris, Director
Alabama Department of Transportation
First Division
23445 Highway 431, North
P. O. Box 550
Guntersville, AL 35976

Dear Mr. Harris,

The City of Huntsville, on behalf of the Huntsville Metropolitan Planning Organization, wishes to contract with Atkins North America, Inc. for services related to the development of the Year 2040 Transportation Plan. The MPO staff has negotiated a scope of work and fees with the consultant.

Please find enclosed a copy of Atkins' proposal and their fee for performing the required work. We request that you review the enclosures and let us know if you approve, or have any modifications you wish to make to the fee for your acceptance. We would like to get started on this project right away.

Sincerely,

Shane Davis, Transportation Process Coordinator
Huntsville Area Transportation Study/Huntsville MPO

cc: Mr. Les Hopson
Mr. Jim Doolin
Dr. Emmanuel Oranika



ROBERT BENTLEY
GOVERNOR

ALABAMA
DEPARTMENT OF TRANSPORTATION

FIRST DIVISION
OFFICE OF DIVISION ENGINEER

POST OFFICE BOX 550
GUNTERSVILLE, ALABAMA 35976
TELEPHONE (256) 582-2254
1-800-819-7418
FAX (256) 582-8922

May 27, 2014



JOHN R. COOPER
TRANSPORTATION DIRECTOR

Mr. Shane Davis
Director of Urban Development
City of Huntsville
P.O. Box 308
Huntsville, AL 35804

Dear Mr. Davis:

RE: Project: Transportation Planning
Services for the year 2040
Transportation Plan, Huntsville Area MPO
Madison County

Reference is made to a letter dated May 19, 2014, in which you transmitted a man-day and fee proposal from Atkins North America, Inc., for work on the above-referenced project.

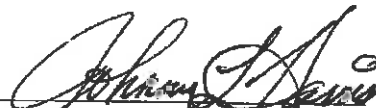
The overhead rate and operating margin will be as previously approved by the Bureau of Finance and Audits, External Audit Section. The fee of \$107,693.53 is acceptable as submitted. We feel this fee is just and fair compensation for planning services and related work.

The Huntsville area MPO may proceed with the agreement with Atkins North America, Inc., using the aforementioned fee. Please let me know if you have any questions.

Sincerely,

John R. Cooper
Transportation Director

By:


Johnny L. Harris, P.E./P.L.S.
Division Engineer

JRC/JLH/mci



Huntsville Area
Metropolitan Planning Organization

May 19, 2014

Mr. Johnny Harris, Director
Alabama Department of Transportation
First Division
23445 Highway 431, North
P. O. Box 550
Guntersville, AL 35976



Dear Mr. Harris,

The City of Huntsville, on behalf of the Huntsville Metropolitan Planning Organization, wishes to contract with Atkins North America, Inc. for services related to the development of the Year 2040 Transportation Plan. The MPO staff has negotiated a scope of work and fees with the consultant.

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Sincerely,

Shane Davis, Transportation Process Coordinator
Huntsville Area Transportation Study/Huntsville MPO

cc: Mr. Les Hopson
Mr. Jim Doolin
Dr. Emmanuel Oranika

PRECONST

HUNTSVILLE AREA TRANSPORTATION STUDY
P.O. Box 308 | Huntsville, AL 35804
www.huntsvillempo.org | (256) 427-5100

EXHIBIT "B"

**HUNTSVILLE AREA TRANSPORTATION STUDY
METROPOLITAN PLANNING ORGANIZATION (MPO)
Huntsville Urbanized Area**

2040 Long Range Transportation Plan (LRTP) Update

Scope of Work

The City of Huntsville, Alabama, as the planning agency for the Huntsville Area Transportation Study/Metropolitan Planning Organization (MPO), will be developing the **Year 2040 Long Range Transportation Plan (LRTP)** and will require professional services to assist with its completion. The **Year 2040 LRTP** will serve as the official, adopted plan for the Huntsville Area Transportation Study and will direct transportation decision-making for the Urbanized Area for the next twenty-five (25) years. Federal regulations require that long range transportation plans be updated every five (5) years so that the MPO can maintain its eligibility to receive federal transportation funds.

The Huntsville Area Transportation Study, in cooperation with the State of Alabama, is responsible for carrying out the Federal transportation process in the Huntsville Metropolitan Study Area. This responsibility includes preparing and presenting necessary documents, plans, data, and resolutions to the MPO Policy Board so informed decisions can be made regarding transportation planning matters; and to the Technical Coordinating Committee and Citizens Advisory Committee, so they may offer informed recommendations to the MPO Policy Board. The **Year 2040 LRTP** is no exception.

The City of Huntsville, Alabama, as the planning agency of the MPO, has received permission from the Alabama Department of Transportation (ALDOT) 1st Division to hire a consultant for the **Year 2040 LRTP** from the ALDOT On-Call Contractor List. The City of Huntsville wishes to enter into contract negotiations with Atkins North America for technical assistance pertaining to the development of the Year 2040 LRTP; in partnership with the State of Alabama, Federal Highway Administration, and the Federal Transit Administration. The remainder of this document provides information as to the scope of work and the specifics needed to develop a proposal in the format preferred by the City of Huntsville, acting on behalf of the Huntsville Area Transportation Study, and ALDOT.

WORK TASKS

Activities for the update will involve consultation and technical assistance; specifically pertaining to the update of the transportation model and the presentation of its outcomes. The consultant will be responsible for performing all model work required for the **Year 2040 LRTP**, and provide cost estimates for projects as necessary. The work to be performed involves frequent interaction with the MPO staff, and will require a review of work tasks at the 30%, 60%, and 90% completion stage. This work further includes participation in certain public and technical meetings to help attendees understand the model process and the modeled outcomes, and to allow participants to contribute their opinions.

The base year to be modeled will be 2010 and the future year to be modeled will be 2040. The MPO requires several alternates to be modeled. Specifically, the consultant shall prepare the base year and model the following:

- Existing + Committed network for the year 2040
- The “No Build” network for 2040
- 2040 network with funded projects only
- 2040 network with funded and visionary projects to include both the Southern Bypass and Memphis to Atlanta Highway
- 2040 network with funded and visionary projects excluding both the Southern Bypass and Memphis to Atlanta Highway

The consultant must use CUBE Voyager transportation demand modeling program and software. ALDOT requires travel demand models be delivered in CUBE Voyager format and in such a way that all data links are intact.

The Scope of Work shall include, but is not limited to, the following tasks:

Task 1: Review and Collection of Base Year Socio-Economic Data, and the Forecast of Future Socio-Economic Data.

This task requires:

- Updating the socio-economic data from the year 2005 to the year 2010, and performing projections of the data for all Traffic Analysis Zones. The socio-economic data to be updated pertains to households, median household income, employment (retail and non-retail), and school enrollment. The socio-economic data updates for 2010 and the year 2040 will need to be verified with the MPO staff demographer to insure that projections are consistent with the City of Huntsville’s demographic data and projections.
- Providing socio-economic data to staff for completion of “Section 3: Growth Forecasts,” of the LRTP.
- Data due to MPO staff as soon as possible.

Task 2: Prepare Base Year Travel Demand Model

This task requires:

- Assembling network and land use data to support validation and future model runs.
- Acquiring year 2010 traffic counts from ALDOT, the City of Huntsville, Madison County, and the City of Madison for model validation purposes.
- Acquiring the year 2010 highway performance statistics pertaining to miles of roadway and vehicle miles traveled (by functional classification) from ALDOT.
- Updating the transportation model’s highway network since the adoption of the original Year 2035 Transportation Plan.

- Network/model calibration

Task 3:

Prepare the Existing + Committed network model, the No Build network model, the Year 2040 model with funded projects only, the Year 2040 model with funded and visionary projects to include both the Southern Bypass and Memphis to Atlanta Highway, and the Year 2040 model with funded and visionary projects excluding both the Southern Bypass and Memphis to Atlanta Highway. Provide model data to the MPO staff for completion of various sections of the LRTP. All models due to MPO staff July 31, 2014 or other date agreed to with consultant once hired.

This task requires:

- Construction of plan networks, to include identifying and integrating any additional projects to improve traffic flow
- Run of 2040 model with newly recommended projects
- Since multiple alternates of the model are to be run, provide analytical information regarding the alternates and what is preferred. The preferred model will be used by the MPO staff as a basis for developing the plan.
- Trip generation
- Network/model validation, to include validation data to be included in "Section 4" of the LRTP
- Test Future (Evaluation of impacts of current and proposed LRTP projects on system) to include documentation supporting the transportation alternatives that were tested
- Providing data to MPO staff for the completion of "Section 2: Travel Demand Modeling" and "Section 4: Highway Element." This includes all capacity projects' current and future LOS, selected V/C ratios, charts, tables, graphs, and provision of all maps of the modeled network similar to maps 4-1 to 4-17 and in accordance with ALDOT mapping requirements. The MPO staff shall retain ownership of maps produced and GIS files shall be provided to the MPO staff by the consultant.
- Providing the MPO staff with model information pertaining to the Congestion Management System portion of the LRTP; specifically:
 - a) A list of the top ten congested corridors from the base year and their projected LOS (highest LOS > 1.0) and base year traffic volume for Year 2040
 - b) A list of the top ten congested corridors from the Year 2040 and their LOS (highest LOS > 1.0) and traffic volume for the base year
 - c) A map showing the travel time and travel speed of the top ten congested corridors, along with the volume to capacity ratio, average daily traffic and projected daily traffic. Mapping should be done in accordance with ALDOT requirements.
 - d) A map of the whole network showing travel time and travel speed. Mapping should be done in accordance with ALDOT requirements.

- e) A map highlighting the corridors with V/C ratios of 1.0 and greater.
- f) Base year miles of roads with a V/C ratio of 1.0 or greater, broken down by roadway classification.
- Providing required model information to ALDOT and the MPO in electronic format.

Task 4: Public Involvement

This task requires:

- Briefing MPO staff as needed at the end of the model development
- Conducting presentations and providing associated materials for local and public information meetings as discussed with Huntsville MPO staff.
- Availability of 2 persons from consultant staff at 4 public meetings throughout the MPO Study Area to discuss the model and the outcomes, when the **Draft Year 2040 LRTP** is under review – September/October 2014
- Availability of one person from the consulting staff to present model outcomes at the CAC, TCC, and MPO meetings for the **Draft Year 2040 LRTP** - September/October 2014 (3 meetings)
- Assisting the staff by answering comments to be added to the Final Year 2040 LRTP, pertaining to the model. This can include answering comments made by ALDOT, FHWA, and FTA.
- Availability of one person from the consulting staff to present model outcomes at the CAC, TCC, and MPO meetings for the **Final Year 2040 LRTP** – January 2015 (3 meetings)

EXHIBIT "C"

**Consultant's Preliminary Project Schedule, Cost by Major Project Task, Fee Proposal,
and Description of Data to be Provided by MPO Staff and MPO Member Governments**

10. Estimated time to perform the work (entire project and by major task/benchmark) and ability of the firm to meet established schedules.

Preliminary Project Schedule

Task	2014							2015
	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan
1. Base Year and Future Year Socio-Economic Data								
2. Base Year Travel Demand Model								
3. Future Year Travel Demand Model								
4. Public Involvement								

Note:

★ Public Involvement Meetings

11. Estimated cost for the project, broken down in two ways:

A. Estimated Cost by Major Project Task

Task	Labor Costs					Direct Costs				Grand Total
	Professional				Sub-Professional	Total	Travel	Repro	Total	
	Project Manager	Principal Engineer	Senior Engineer	Junior Engineer	Clerical					
Billing Rates	\$165	\$228	\$190	\$106	\$62	(includes 10% operating margin)				
1. Base Year and Future Year Socio-Economic Data	\$2,648	\$913	\$3,807	\$10,223	\$7,427	\$25,017	\$155.27		\$155.27	\$25,173
2. Base Year Travel Demand Model	\$2,648		\$15,229	\$10,648		\$28,525	\$155.27		\$155.27	\$28,680
3. Future Year Travel Demand Model	\$2,648		\$5,330	\$19,593		\$27,571	\$155.27		\$155.27	\$27,726
4. Public Involvement	\$13,238	\$2,740		\$7,667		\$23,645	\$1,440.12	\$1,029.60	\$2,469.72	\$26,115
Total	\$21,180	\$3,654	\$24,366	\$48,131	\$7,427	\$104,758	\$1,905.92	\$1,029.60	\$2,935.52	\$107,694

5/19/2014

Alabama Department of Transportation

7:51 AM

Project No. _____			
County Madison County			
Description Huntsville Area MPO 2040 LRTP			
Scope of Work Huntsville Area MPO 2040 LRTP			
Project Length Huntsville Area MPO Study Area			
Consultant Atkins			
Fee Proposal (2040 LRTP)			
PERSONNEL COST			
	Man-days	x Daily Rate	
Project Manager	16.00	\$ 465.44	\$ 7,447.04
Pr. Engineer	2.00	\$ 642.32	\$ 1,284.64
Sr. Engineer	16.00	\$ 535.44	\$ 8,567.04
Jr. Engineer	56.50	\$ 299.52	\$ 16,922.88
Clerical	15.00	\$ 174.08	\$ 2,611.20
			\$ -
			\$ -
			\$ -
Total Direct Labor			\$ 36,832.80
Combined Overhead (%)	158.35		\$ 58,324.74
Out-of-Pocket Expenses**			\$ 2,668.65
Sub-Total			\$ 97,826.19
Operating Margin (10%)			\$ 9,782.62
Sub-Total			\$ 107,608.81
SUB-CONSULTANTS (attach man-day & fee FROM each sub-consultant; show total fee for each here)			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Subconsultant Administration Expense (5%)			\$ -
Sub-Total			\$ 107,608.81
Facilities Capital Cost of Money (% of Direct Labor)	0.230		\$ 84.72
TOTAL FEE			\$ 107,693.53

**See Grand Total Fee sheet

Form Revised 2-7-11

Description of Data to be Provided by MPO Staff and MPO Member Governments

The MPO staff and MPO member governments will be responsible for providing the following information to the consultant within 2 weeks of a signed contract and notice to proceed:

- a) Request from ALDOT Voyager files for previous 2035 LRTP model files developed by Citilabs. This should include all files and socioeconomic data needed to run and view the 2005 and 2035 models that were converted from TRANPLAN to Voyager by Citilabs for ALDOT.
- b) All GIS files for the Huntsville Area MPO study area including, but not limited to the latest Urban Area Map, Urbanized Area Map, Study Area Boundary Map, City Limits Map, County Boundary Map, Functional Classification Map, and Traffic Analysis Zones Map.
- c) 2010 Employment database for the Huntsville Area MPO study area purchased from ReferenceUSA.
- d) Past and current planning studies and documents from local planning partners that may be relevant to the model update such as the 2035 Transportation Plan, existing and future land use plans, Census data, future population forecasts, employment forecasts, and school locations, enrollments, and staffing (total and per location for 2005 through current year) from local planning partners.
- e) List of major economic sites (employment, residential, school, etc.) and their size/location that have occurred between 2005 and 2010 in Huntsville Area MPO study area.
- f) List of major economic developments (employment, residential, school, etc.) that are expected to occur between 2010 and 2040 in Huntsville Area MPO study area.
- g) Contact information for all colleges within study area in order to obtain staffing and enrollment numbers.
- h) Provide 2010 Huntsville counts.
- i) Requested transportation improvement projects per jurisdiction as well as a list of projects completed between the Year 2035 Plan and the present, as well as the number of improved lanes.
- j) Listing of planned transportation projects in TELUS and all available financial data for projects.